THE WHITE HOUSE

WASHINGTON

November 11, 1976

MEMORANDUM FOR

CABINET MEMBERS AND AGENCY HEADS

SUBJECT:

Foreign Travel

Any official foreign travel by Presidential Appointees between now and January 20 must be approved by the President.

Plans that you or the Presidential Appointees in your department or agency have for such travel should be submitted immediately to Dr. James E. Connor, Secretary to the Cabinet.

Thank you.

James H. Cavanaugh Deputy Assistant to the President

